

# Safety Update

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# Job Hazard Questionnaire & Training



# JHQ Requirement

The following table outlines the EH&S training requirements for all employees, guests, students, contractors/subcontractors, and visitors.

Employees, Guests, Students, Contractors with appointments of more than 30 calendar days	<ul style="list-style-type: none"><li>• Complete EHS0405 [General Employee Radiation Training (GERT)]</li><li>• Complete Job Hazard Questionnaire within first 30 days of appointment.</li><li>• Identify division-specific requirements or additional training requirements as prescribed by the individual's supervisor.</li><li>• Attend EHS0010 (Introduction to ES&amp;H at the Lab) within first 30 days of appointment.</li><li>• Complete On-the-Job Training as identified by the supervisor.</li><li>• Complete all required training with 90 calendar days (for assignments extending beyond three months).</li><li>• Update the Job Hazard Questionnaire annually and whenever the scope of work should change, and complete all newly identified EH&amp;S Training within 90 calendar days.</li></ul>
Employees, Guests, Students, Contractors with appointments of 30 calendar days or less	<ul style="list-style-type: none"><li>• Complete EHS0405 [General Employee Radiation Training (GERT)].</li><li>• Complete On-the-Job Training.</li><li>• Complete User Facility or other specialized training program as prescribed by the hosting division or Laboratory Program (for example, ALS, MSD, TMF, CSEE, Facilities Training Program).</li></ul>
Occasional Guests, Students, Contractors	<ul style="list-style-type: none"><li>• Complete EHS0405 [General Employee Radiation Training (GERT)], unless escorted at all times on Laboratory property.</li><li>• Complete On-the-Job Training or workplace orientation as provided by the LBNL host.</li><li>• Must work under line-of-sight supervision where training is not complete.</li></ul>

# JHQ Compliance

- Must be taken annually
- NSD employee JHQ compliance rate is currently 25%
- Go to A-Z index, Job Hazard Questionnaire, and sign in
- Take/Retake JHQ
- Must also take new training identified by changes in answers